

STAT

Approved For Release 2005/11/21 : CIA-RDP70-00211R000700380003-9

ANALYSIS OF RECORDS DISPOSITION ACTIVITY

Discovered with [redacted] Rec. Mgmt 9-4
7/1/59 Records disposition

LINE	ORGANIZATION	CU. FT. OF RECORDS ON HAND IN HDQS. AT END OF FISCAL YEARS			CU. FT. ON HAND AT RECORDS CENTER - END OF FY 59	TOTAL CU. FT. ON HAND - END OF FY 59	% OF TOTAL VOLUME IN REC. CENTER	DATE OF RECORDS CONTROL SCHEDULE	ITEMS IN SCHEDULES NEVER ACTED UPON AS OF 10/2/59		CU. FT. OF RECORDS DESTROYED IN HEADQUARTERS OFFICES			% OF FY 59 HDQ. VOLUME DESTROYED IN OFFICES	E
		1957	1958	1959					NUMBER OF ITEMS	TOTAL CU. FT. INVOLVED	FY 57	FY 58	FY 59		
1	Office of the DCI	292	286	238	62	300	20.7	Oct 59	8	12	-	-	1261	529.8	1
2	Office of the DDC	-	8	9	0	9	0		-	-	-	-	1.3	14.4	2
3	Office of the DD/S	(60) ^①	(60) ^②	(60) ^③	105	165	63.6	May 58	2	1.0	-	-	-	-	3
4	SSA/DDS	(158)	158	155	-	155	0	In Process	-	-	-	-	3	-	4
5	Commercial Staff	(198)	198 ^④	146 ^⑤	-	146	0	July 57	3	4	-	-	53.5	36.6	5
6	Communications	2,054	(2,600)	3,290	76	3,366	2.2	Nov. 57	-	-	-	-	234	7.1	6
7	Comptroller	(4,100)	4,054	4,138	5,235	9,373	55.8	July 57	47 ^④	44.7 ^⑤	-	281 ^③	381	9.2	7
8	General Counsel	608	646	649	30	679	4.4	Sept. 57	3	8.2	-	1	8	1.1	8
9	Logistics	3014	4,886	4,914	2020	6,934	29.1	April 57	45	86.1	-	301	409	8.3	9
10	Management Staff	148	160	280	79	359	22.0	Sept 56	4	1.1	3	6	8	2.8	10
11	Medical	605	591	515	318	833	38.2	Feb 59	2	6.7	19	20	16	3.2	11
12	Personnel	2,575	3,220	3,357	968	4,325	22.4	April 58	38	83.	-	-	240.5	7.6	12
13	Security	5,700	6,252	7,048	215	7,263	2.9	June 54	16	2,622.	95	175	182	2.6	13
14	Training	5,367	5,020	5,725	360	5,485	6.6	Aug 58	20	60	708	399	168	3.3	14
15	Audit Staff	63	47	48	37	85	43.5	March 57	0	0	12	8	6	12.5	15

① As of 10 OCT. 1958. Does not include 23.6 cu.ft. of books

② Does not include 22.5 cu.ft. of books.

③ 1 Jan 58 - 15 June 58 only.

④ Cubic footage is known on only 14 of the 47 items

⑤ Estimated, based on Records Control Schedule

Note: All figures in parentheses are estimates.

STAT

ANALYSIS OF RECORDS DISPOSITION ACTIVITY IN THE DD/P AREA

Discussed with [redacted]

11/24/59

L N	ORGANIZATION	CU. FT. OF RECORDS ON HAND IN HQS. AT END OF FISCAL YEARS			CU. FT. ON HAND AT RECORDS CENTER, END OF FY59	TOTAL CU. FT. ON HAND END OF FY59	PERCENT OF TOTAL VOLUME IN RECORDS CENTER	DATE OF RECORDS CONTROL SCHEDULE	ITEMS IN SCHEDULES NEVER ACTED UPON AS OF:		CU. FT. OF RECORDS DESTROYED IN HEADQUARTERS OFFICES			% OF FY59 HQS. VOLUME DESTROYED IN OFFICES	L N
		1957	1958	1959					NUMBER OF ITEMS	TOTAL CU. FT. INVOLVED	FY57	FY58	FY59		
1	TOTALS	21,450 ^①	44,740 ^②	48,058	8,658	56,716	15.3	1/59				5,299	1,735 ^③		1
2	DEPUTY DIRECTOR			167											2
3	DPD			864											3
4	CI STAFF			2634											4
5	FI STAFF			1784				1/59							5
6	PP STAFF			1564				In Process	1/1/60						6
7	TSS			4093											7
8	OPSER														8
9	CHIEF			252											9
10	[redacted]			362											10
11				43											11
12				459											12
13				276											13
14				21,838				In Process?							14
15	AE			566											15
16	EE			3786											16
17	FE			2323											17
18	IO			916											18
19	NE			1,084				In Process?							19
20	SR			2677											20
21	WE			1212				In Process							21
22	WH			1,157											22
^① TOTAL FOR RID ONLY ^② AS OF 27 OCT. 1958 ^③ RID ONLY															